

Follow-Up on Payment Terms Discussion

Dear [Supplier's Name],

I hope this message finds you well. I wanted to follow up on our recent discussion regarding the payment terms for our ongoing partnership. We appreciate your willingness to explore more flexible options that could benefit both parties.

As we discussed, understanding and agreeing on mutually beneficial payment terms is crucial for maintaining a healthy cash flow. We would like to propose [specific terms you are considering] and would appreciate your feedback on this suggestion.

Please let us know if you need any further information or if you would like to schedule another meeting to discuss this matter in more detail. We value our relationship and are looking forward to finding an arrangement that suits us both.

Thank you for your attention to this matter.

Best regards,
[Your Name]
[Your Position]
[Your Company]
[Your Contact Information]